

Town of Sussex

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Minutes of Meeting of Council held this

26th day of November, 2012

A.D.,

The Town Council of the Town of Sussex met in regular session, by appointment of the Mayor of the said Town, in the Council Chambers of the said Town on Monday the 26th day of November, 2012, at 7:00 o'clock in the evening.

The following members of the Council were present: His Worship Mayor Thorne, Deputy Mayor Carr, Councillors Hutchings, Ryan, Armitage, Wilson and Boyle. Councillor Wright was absent. Also present at this meeting were the Chief Administrative Officer, Scott Hatcher and the Town Clerk/Treasurer, Paul Maguire.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the agenda for this regular Town Council meeting be approved. Motion carried.

No members present declared a conflict of interest on any items on the agenda at this time.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that the minutes of the regular meeting of the Town Council of the Town of Sussex held on October 22, 2012, be approved. Motion carried.

It was moved by Councillor Armitage, seconded by Deputy Mayor Carr, that the minutes of the special meeting of the Town Council of the Town of Sussex held on October 18, 2012, be approved. Motion carried.

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It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that the minutes of the special meeting of the Town Council of the Town of Sussex held on November 8, 2012, be approved. Motion carried.

Council held a hearing of objections to the proposed B.I.A. Budget for 2013, which would require a levy of \$0.18/\$100.00 of assessment to fund the proposed budget. The Town Clerk informed the Council that the Town has received no written objections to the budget and His Worship Mayor Thorne asked whether anyone present was objecting to the proposed budget.

The Council received letters from Moffett's Pro Hardware, Higher Life Christian Centre, Kevin Black and the President of Sussex Downtown Business Association all of who were expressing their concerns over the proposed By-Law # 1051-12, A By-Law to Regulate Traffic in The Town of Sussex. The letters raise concern about parking on Main Street and, in particular, limiting the time for hourly parking in the downtown core. His Worship Mayor Thorne noted that the letters would be referred to Item # 11 - Unfinished Business: Reading of By-Law # 1051-12 in its entirety and third reading by title and enactment.

A letter was received from Fennella Brewer informing Council that Ray Watson has received the New Brunswick Library Trustees Association Merit Award for 2012. His Worship Mayor Thorne noted that he will send a congratulatory letter to Mr. Watson on behalf of the Town.

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It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the letter from Fennella Brewer, Librarian of the Sussex Regional Library, be filed. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Hutchings, that the Fire Report for the month of October, 2012, be received as circulated. Motion carried. During the month the Fire Department responded to a total of 21 calls with 18 calls originating within the Town of Sussex and three out of Town calls.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that the Building Inspector's Report for the month of October, 2012, be received as circulated. Motion carried. The report indicated that during the month the Building Inspector issued 30 permits for renovations, repairs, alterations and additions for a value of \$466,900.00 and two demolition permits for a value of \$31,200.00.

It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that the Development Officer's Report for the month of October, 2012, be received as circulated. Motion carried. The report indicated that during the month the Development Officer approved one Building Location Survey and one Subdivision Plan.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the minutes of the Planning Advisory Committee meeting, dated November 14, 2012, be received as circulated. Motion carried.

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The Council brought forward the letters from Moffett's Pro Hardware, Higher Life Christian Centre, Kevin Black and the President of Sussex Downtown Business Association all of who were expressing their concerns over the proposed By-Law # 1051-12, A By-Law to Regulate Traffic in The Town of Sussex. Due to the concerns raised in the correspondence the Council, after a discussion, decided to have a reading in its entirety of A By-Law to Regulate Traffic in The Town of Sussex, By-Law # 1051-12, and to leave the third reading by title and enactment of the by-law on the Council agenda under Unfinished Business to be brought forward at the next regular meeting of Council in December, 2012.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council have a reading in its entirety of A By-Law to Regulate Traffic in the Town of Sussex, By-Law # 1051-12. Motion carried. The by-law was then read in its entirety.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council have first reading by title of A By-Law in Amendment of a By-Law to Approve the Budget of the Sussex Downtown Business Association and to Establish a Special Business Improvement Area Levy in the Town of Sussex, By-Law # 154-12. Motion carried. The Town Clerk then read the by-law for the first time by title.

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It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council have second reading by title of A By-Law in Amendment of a By-Law to Approve the Budget of the Sussex Downtown Business Association and to Establish a Special Business Improvement Area Levy in the Town of Sussex, By-Law # 154-12. Motion carried. The Town Clerk then read the by-law for the second time by title.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that the report of the Community Services Committee Meeting dated November 19, 2012, be received as circulated. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council approve that the Santa Claus Parade be held on Saturday, December 1, 2012, commencing at 6:30pm subject to the direction of Policing Services and that the parade route be as follows:

- commencing in Princess Louise Park;
- thence turning right onto Leonard Drive;
- thence turning right onto Main Street; and
- ending in the Wal-Mart Parking lot.

Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council approve the Tentative Amending Subdivision Plan, prepared by Don-More Surveys, and authorize the transfer of lands to the Board of the Sussex and Area Heritage Centre, once incorporated. Motion carried.

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It was moved by Councillor Hutchings, seconded by Deputy Mayor Carr, that Council approve the bid of \$3,707.67 from Right Switch Electrical Ltd. for the supply and assembly of 18 festive lighting standards. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Ryan, that the report of the Economic Development & Long Range Planning Committee Meeting dated November 20, 2012, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that the report of the Works Committee Meeting dated November 30, 2012, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council accept the bid amount on Quotation T-30-12, Salt/Sand Spreader Box, from Del Equipment Ltd. for an amount of \$33,199.40. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve the installation of a street light fixture on Stewart Avenue on the existing pole in front of Barbour's Park. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that the report of the Protective Services Committee Meeting dated November 19, 2012, be received as circulated. Motion carried.

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It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that Council approve the following Standard Operating Guidelines:

- Standard Operating Guidelines # 5-001, Ethics;
- Standard Operating Guidelines # 5-002, Washing of Protective Clothing; and
- Standard Operating Guidelines # 5-003, Alcohol and Controlled Substance Abuse.

Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that Council accept the resignation of Firefighter Joseph Donovan from the Sussex Fire Department, effective November 6, 2012, with regret. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that Council accept the bid amount of \$31,256.93, HST inclusive, from L. J. Patterson Sales for Quotation # T-29-12, Argo All Terrain Vehicle, conditional on the approval of financing from the Municipal Capital Borrowing Board. Motion carried.

Councillor Boyle declared a conflict of interest on the next item on the agenda and vacated the Council Chambers for any discussion or decision on the item.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve the promotion of Chris Doherty from

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Lieutenant to Captain and the promotion of Brad MacKay from Firefighter to Lieutenant, effective October 4, 2012. Motion carried.

Councillor Boyle returned to the Council Chambers from her conflict of interest.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve the purchase of Package # 1, which includes 30 second fire safety ads for a cost of \$199.00, plus HST, from CJCW Radio Station for Christmas Advertisement. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the report of the Administration Committee Meeting dated November 22, 2012, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve that the Town Clerk/Treasurer issue post-dated cheques to Bayview Credit Union for the payments on the second mortgage of the Sussex Regional Library building. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that the Town contribute \$70.00 to the Sussex Regional High School to share a page and donate a yearbook for the SRHS Yearbook Sponsorship Program. Motion carried.

Councillor Boyle and Councillor Armitage both declared a conflict of interest on the next item on the agenda and vacated the Councillor Chambers for any discussion or decision on the item.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve that Christmas Gift Certificates in the

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amount of \$40.00 be given to members of the Planning Advisory Committee, Volunteer Firefighters, Animal Control Officer, Crosswalk Guard, EMO Officer and Full-time Employees of the Town of Sussex. Motion carried.

Councillor Boyle and Councillor Armitage returned to the Council Chambers from their conflict of interest.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council authorize the Mayor and Town Clerk/Treasurer to execute the agreement between the Town of Sussex and Village Vending Ltd. for Vending Services. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Hutchings, that Council award the Janitorial Services Quotation, T-28-12, to Brockway's Cleaning Service for a two year contract for the tender bid amount of \$61,529.75. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve:

- that the Town Treasurer be authorized to transfer the 2012 budgeted amount from the General Capital Reserve Fund General Operating Fund in the amount of \$6,400.00;
- that the Town Treasurer be authorized to apply any 2012 General Fund or Utility Fund surplus to the capital projects in each fund;
- that the Town Treasurer be authorized to use the proceeds of the sale of capital assets to pay for the acquisition of capital assets or transfer the proceeds to the Capital Reserve Fund;

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- that the Town Treasurer be authorized to transfer the 2012 budgeted amount from the Utility Operating Fund to the Utility Capital Reserve Fund in the amount of \$36,000.00; and
- that the Town Treasurer be authorized to transfer \$100,000.00 from the Utility Operating Fund to the Utility Capital Reserve Fund.

Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve an extension of employment for Peter Blakeney for a one year period ending December 31, 2013. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council approve, for payment, accounts for the month of October, 2012, totaling \$770,023.26. Motion carried.

His Worship Mayor Thorne noted that the Council is awaiting the budget information from the Province in order for the Town to complete its 2013 Operating Budget. His Worship Mayor Thorne noted that it will be of particular interest how the cost of the RCMP services is distributed across the municipalities and Local Service Districts in the Province and also the effects of any changes in the Unconditional Grant that will have on the municipalities Operating Budgets.

His Worship Mayor Thorne noted that the next regularly scheduled meeting of Council will be Monday, December 17, 2012, at 7:00pm.

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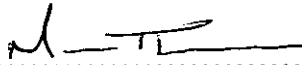
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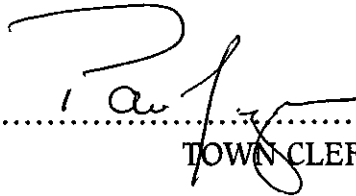
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It was moved by Councillor Ryan, seconded by Councillor Wilson, that this regular meeting of the Town Council of the Town of Sussex adjourn. Motion carried.



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MAYOR THORNE



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TOWN CLERK